

**SCRANTON PUBLIC LIBRARY**  
**MINUTES OF THE BOARD OF TRUSTEES**

Thursday, July 18, 2025

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, July 18, 2025, at the Albright Memorial Library. President Quinn called the meeting to order at 3:31 PM.

**Present:**

Ms. Sharon Quinn,  
*President*

Ms. Karen Bazzarri,  
*Vice-President*

Atty. Pat Clark  
*Treasurer*

Mr. Tim McCabe,  
*Secretary*

Dr. George Aulisio

Ms. Daysi Carreto

Ms. Anita Cola

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Ms. Linda Koons

Atty. Brian Lenahan

**Also:**

Mr. Scott Thomas,  
*Chief Executive Officer*

Ms. Jenny Shoener,  
*Assistant to the CEO*

Ms. Michele Legate,  
*District Consultant*

Ms. Barbara McGee,  
*Friends of the  
Scranton Public Library Liaison*

**Public Comment:**

Ms. Joan Hodowanitz

**Absent:**

Mr. John Cowder

Mr. William Davis

Ms. Mary Beth D'Andrea

Mr. Joseph X. Garvey

Mr. Jim Henkelman

Ms. Glynis Johns

Dr. Kenneth Mayers

**June Consent Agenda Items:** Ms. Quinn asked if anyone had questions regarding the June Consent Agenda items. **Action Item:** Ms. Bazzarri moved to accept the June Board Meeting Minutes, the Treasurer's Report, the Statistical Report, and the CEO Report as presented. Ms. Koons seconded, and the motion passed.

**Communications**

**Correspondence:** None.

**Public Comment:** Ms. Hodowanitz informed the Board about the passing of the LCLS Executive Director's mother. The Board will send condolences to Ms. Longo.

**Treasurer / Finance Committee Report:** Atty. Clark reported that although the NKH renovation project shows a \$58,000 deficit after receiving state reimbursement, the overall budget remains on track. Wells Fargo investments are performing well and have increased by 7% over the past two months. The Finance Committee has scheduled a meeting to discuss changes to the Treasurer's Report. There has been no update on the LCLS grant regarding assistance with building and ground expenses.

**Facilities Committee Report:** On behalf of Mr. Cowder, Mr. Thomas reported the following building updates-

**Albright Building**

**Mechanical:** The search for funding to initiate the \$12,000 HVAC repairs proposed by GPI Engineers continues. Several grant applications have been submitted. GPI engineers have indicated that the fan coil unit serving the basement level is not functioning. A quote has been requested from Rite Temp to repair the unit.

**Sewer:** Keating Plumbing conducted a video inspection of the sewer lines. Standing water and silt were found, which may indicate cracks in the lines that were replaced during the elevator installation in 2012. GPI was contacted for additional insight. If as severe as predicted, repairs are estimated to cost more than \$45,000 and will need to be addressed when the HVAC system is updated.

**Vine Street Commons:** Nothing new to report.

**Nancy Kay Holmes Branch Library Upgrade Renovations**

**Roof Leak:** A roof leak has developed near the roof vent installed during the renovations. KR Construction is currently repairing the area. Keating Plumbing was scheduled to be on-site this week. Action is pending.

**Automatic Door:** The issue of the door intermittently not working has been fixed. It can still only be operated from the outside by the push-button, which is acceptable to the Library.

**Fencing:** A quote from a reliable fencing contractor has not been obtained, but is expected to be in the \$10,000 range. Leadership Lackawanna may be a possible funding source.

**Silkman House:** *Discussed during Old Business.*

**Public Relations Committee Report:** On behalf of Mr. Davis, Mr. Thomas reported that the Bookmobile is the primary PR focus, and that the Times was present during one of the Meet & Greet stops to take photos. The possibility of attending La Festa was discussed.

**Governance Committee Report:** Atty. Lenahan reported that Ms. Carreto has joined the Governance Committee. In May, the Board was made aware of Ms. Johns's lack of participation. After several attempts to address this issue and a discussion with the Board, the Governance Committee offered a recommendation. **Action Item:** The Governance Committee recommended that Ms. Johns's seat on the Board of Trustees be declared vacant. Mr. McCabe seconded the recommendation, and the motion passed. Atty. Lenahan will reach out to Ms. Johns to inform her of the Board's decision. A formal letter will also be sent.

**CEO Report:** Mr. Thomas reported the following updates:

**Audit:** The Finance Committee has received the 2024 Financial Statement draft to review.

**Fundraising:** The Children's Cal apparel is currently on sale for \$6 and \$8. Solicitation for recipes for the "Cooking Together: A Scranton Public Library Community Cookbook" has begun. August 31<sup>st</sup> is the submission deadline. The book will be issued sometime in the fall.

**Target Circle:** Guest cast 50,833 votes for the Scranton Public Library, resulting in \$3,757.73.

**NEPA Gives:** The final payout from NEPA Gives will be \$950.89 in online donations. An additional \$1,000 was received in offline donations.

**ECTV:** David DeCosmo will host a series of three short features on the library.

**Bookmobile:** TechOps delivered the vehicle on July 2<sup>nd</sup>. Staff were trained, and a driver has been hired. It will be permanently stored at the 911 Call Center in Jessup.

**Vine Street Parking:** The City has decided that meter parking will be extended to 7 PM.

Saturday parking will not change for the next three years.

**District Consultant Report:** Ms. Legate announced that the Office of Commonwealth Libraries (OCL) will be visiting virtually at the next meeting. A new Board of Trustees manual is being developed, which will outline the rules and expectations. The state budget has been significantly delayed due to issues with federal funding, and District aid has not yet been received.

**New Business:** None.

**Old Business:**

**Resolution for Silkman House:** The sale will close on August 29. The basement of the Globe building and the Dunmore Community Center were suggested for the Tech Services department. Leased options are also being explored.

**Friends of the Scranton Public Library Report:** Ms. McGee reported the following updates-

**Book Sale:** The next sidewalk sale will be held in front of Albright on Saturday, July 19, with a rain date of July 26 from 10 AM - 3:30 PM. The next sale at the Marketplace at Steamtown is scheduled for September 9 through 13.

**Bus Trip to the Franklin Institute:** The bus trip to the Franklin Institute in Philadelphia is on August 16. Space is still available, and the registration deadline has been extended. The cost is \$85 for Friends members, \$90 for guests, and \$75 for children ages 3 through 18.

**Good and Welfare:** Dr. Ginsberg shared a study on gerontology that shows exercise can improve longevity. Examples of exercise were given. Ms. Bazzarri noted that a photo of Mr. Thomas receiving a \$10,000 donation to the Nancy Kay Holmes Renovation Project from the Dunmore Lions Club was featured in the Scranton Times.

**Adjourn:** Ms. Koons motioned to adjourn; Ms. Bazzarri seconded, and the motion passed. The meeting ended at 4:36 PM.

The next hybrid meeting will be held at the Albright Memorial Library on August 21, 2025, at 3:30 PM.

Respectfully Submitted,



Tim McCabe  
Secretary